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United States Department of Agriculture,
FOREST SERVICE.

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INFORMATION REGARDING EMPLOYMENT ON THE NATIONAL
FORESTS.

(Ninth Revision.)

ORGANIZATION OF NATIONAL FOREST WORK.

By order of the Secretary of Agriculture, dated February 1, 1905, the whole National Forest force was placed in the Forest Service, under the direction and control of the Forester.

For the better administration of the National Forests eight district offices are maintained, at which the business of the National Forests is supervised. The district headquarters are at the following places: District 1, Missoula, Mont.; District 2, Denver, Colo.; District 3, Albuquerque, N. Mex.; District 4, Ogden, Utah; District 5, San Francisco, Cal.; District 6, Portland, Oreg.; District 7, Washington, D. C.; District 8, Juneau, Alaska. The executive and technical positions in the Washington and district offices are filled by promotion of members of the Service in similar lines of work.

POSITIONS ON THE NATIONAL FORESTS.

The field force of the Forest Service now contains the grades of forest supervisor, deputy forest supervisor, forest examiner, forest assistant, logging engineer, lumberman, scaler, grazing examiner, grazing assistant, forest ranger, forest guard, and field assistant.

METHOD OF APPOINTMENT.

On December 17, 1904, the President signed the following order:

In the exercise of the power vested in the President by section 1753 of the Revised Statutes and acts amendatory thereof:

It is ordered, That all persons employed in the field and in the District of Columbia in the "protection and administration of forest reserves in or under the General Land Office of the Interior Department" be classified and the civil-service act and rules applied thereto, and that no person be hereafter appointed, employed, promoted, or transferred in said service until he pass an examination in conformity therewith, unless specifically exempted thereunder. This order shall apply to all officers and employees, except persons employed merely as laborers and persons whose appointments are confirmed by the Senate.

This order classified the whole Forest Service force on the National Forests and placed it under the civil-service law. On February 1, 1905, by act of Congress, the administration of the National Forests was transferred from the Department of the Interior to the Department of Agriculture, without modification of the above order, except in the further restriction entailed by the following section of the act:

SEC. 3. That forest supervisors and rangers shall be selected, when practicable, from qualified citizens of the States or Territories in which the said reserves, respectively, are situated.

EXAMINATION.

In accordance with the law requiring the selection of forest rangers, when practicable, from the State or Territory in which they are to be employed, examinations for forest ranger are held as required in each State or Territory in which National Forests are situated. Applicants are examined as to fitness for positions in the State or Territory in which they are legal citizens. Duly qualified applicants residing in other States are admitted to the examination, but are not eligible to appointment until the list of qualified citizens of the State or Territory in which the appointment is to be made is exhausted.

The restrictions as to residence is not imposed upon applicants for the forest assistant, logging engineer, lumberman, and grazing assistant examinations. Information as to the times and places at which examinations will be held and the steps necessary to secure admission may be obtained *only* from the U. S. Civil Service Commission, Washington, D. C.

There are clerical positions in the district offices and at the supervisors' headquarters on the National Forests. These positions are on the same basis as those of a similar nature in the Washington office and throughout the departmental service. They call for training and experience in all classes of clerical work and do not lead to positions in National Forest administration without further examination. For information regarding these positions, and about the time and place of examinations from which vacancies are filled, application must be made to the Civil Service Commission.

GENERAL QUALIFICATIONS AND DUTIES.

FOREST SUPERVISOR.

Appointment to the position of forest supervisor is made by the promotion of a deputy forest supervisor, forest ranger, forest examiner, or other person eligible for promotion. The qualifications include all those required of forest rangers, as hereinafter outlined, with superior business and administrative ability. Applicants should not only be familiar with every detail of the work of the rangers, and with the condition of the forest region involved, but should be able to conduct the transactions and correspondence of the office, to handle men, and to deal tactfully with all classes of persons. Knowledge of technical forestry is desirable but not absolutely essential.

While certain general qualifications are insisted upon in every case, special fitness for employment in a specified region is always considered. In many regions knowledge of timber and lumbering is more important than familiarity with the live-stock business, while the opposite may be true on National Forests where grazing is an important industry.

Forest supervisors must give their entire time to the Service. They have full charge of their forests, plan and direct all work, have entire disposition of rangers and other assistants, and are responsible for the efficiency of the local service. Under instructions from the district forester, supervisors deal with the public in all business connected with the sale of timber, the control of grazing, the issuing of permits, and the application of other regulations for the use and occupancy of National Forests. They keep the records and accounts, conduct the

correspondence and general office business of their forests, and make reports to the district forester on all matters under their jurisdiction.

DEPUTY SUPERVISORS.

Deputy forest supervisors are appointed, when necessary, as assistants to supervisors. The position is filled by promotion from ranger or forest examiner. They must have the same qualifications as supervisors, who may delegate to their deputies as much authority as they deem advisable.

FOREST RANGER.

Rangers are appointed only from eligibles obtained through competitive examination. They must be able-bodied and capable of enduring hardships and of performing severe labor under trying conditions. Invalids and consumptives seeking light out-of-door employment are not qualified for the work and should not apply. No one may expect to pass the examination who is not able to take care of himself and his horses in regions remote from settlement and supplies.

Forest rangers protect and control the National Forests under the direction of the forest supervisor. A forest ranger must be able to build trails and cabins and to pack in provisions without assistance. He must know something of surveying, estimating, and scaling timber, lumbering, and the live-stock business. On some forests the ranger must be a specialist in one or more of these lines of work. Thorough familiarity with the region in which he seeks employment, including its geography and its forest and the industrial conditions, is usually demanded, although lack of this may be supplied by experience in other similar regions.

The examination of applicants is along the practical lines indicated above. Experience in similar lines of work and ability to make maps and write intelligible reports upon forest business are essential.

Where saddle horses or pack horses are necessary to carry on the work, rangers are required to own and maintain them.

The entire time of rangers must be given to the Service. Under instructions from the Forester, however, rangers may hold State or county offices in the protection of forest, game, or stock.

FOREST EXAMINER—FOREST ASSISTANT.

The position of forest examiner is filled by promotion from forest assistant. The duties of forest examiners include the examination and mapping of forest areas, reports on applications for the purchase of timber, marking, scaling, managing timber sales, survey of boundaries and summer-home sites, nursery work, and forest planting.

Forest assistants are appointed from eligibles obtained through competitive examination which tests their training in technical forestry. They are assigned to timber cruising, protective duties, subordinate administrative work on timber sales, planting, land classification, and the like, for at least two years. Promotion depends upon qualifications shown for the work of the Forest Service and also upon the existence of vacancies in more responsible lines of work which must be filled.

LOGGING ENGINEER—LUMBERMAN—SCALER.

The positions of logging engineer, lumberman, and scaler are filled by the promotion through noncompetitive examination of men in the Service who have developed capacity for such work. When men are not available for promotion the positions are filled through competitive examination.

Logging engineers must be men of exceptionally high qualifications involving knowledge and experience in logging engineering, lumber markets and prices, and other technical and business features of the lumbering industry. They devise plans for the most effective disposition of National Forest timber by sales and make stumpage appraisals in large transactions.

Lumbermen must have had thorough training in cruising, logging, scaling, and milling. They assist local forest officers in the conduct of timber sales as well as in reporting on tracts of timber where sale has been applied for or is advisable.

Scalers are required to have had much previous experience in scaling and woods work. They are assigned to National Forests where the need for their work arises. This work consists in scaling on large sales or in check scaling or in the instruction of rangers in this line of work.

GRAZING EXAMINER—GRAZING ASSISTANT.

The position of grazing examiner is filled by promotion from grazing assistant. It requires technical training in botany and knowledge and experience in dealing with range problems, and involves supervisory duties in forest range investigations.

Grazing assistants are appointed from eligibles obtained through competitive examination. They conduct grazing reconnaissance on the forests and make investigations and experiments for bringing about better methods of handling stock and utilizing the forage crop, and for range development in general.

FOREST GUARD—FIELD ASSISTANT.

In addition to the permanent classified force, temporary assistants are employed during the season for serious danger from fires, or when other special work requires additions to the regular forest force. Persons thus employed are known as forest guards or fire lookouts and field assistants and serve only as long as required.

No examination is required for the position of forest guard, but guards may be called upon to perform work similar to that of a ranger. Applications for employment as forest guard must be made to the forest supervisor. He will require sobriety, industry, physical ability, and effectiveness, and will give preference to local residents of whose fitness he is fully satisfied.

Field assistants are employed only in reconnaissance parties. No examination is required, but some knowledge of forestry is essential. Applications for such employment should be made to the district foresters.